Hazard Analysis and Critical Control Point Systems
- At a Glance -

HACCP principles	HACCP system steps
	1. Assemble HACCP team − appropriate knowledge and expertise − optimally, a multidisciplinary team − possible outsourcing − identification of the HACCP plan scope
	2. Describe product − relevant safety information − possible grouping of products with similar characteristics
	3. Identify intended use − expected use for end user or consumer − if appropriate, taking vulnerable populations into account
	4. Construct flow diagram − performed by the HACCP team − covering all the steps for a specific product
	5. On-site confirmation of flow diagram − performed by persons with sufficient knowledge
1. Conduct a hazard analysis	**6. List all potential hazards associated with each step, conduct a hazard analysis, and consider any measures to control identified hazards** − performed by the HACCP team
2. Determine the Critical Control Points (CCPs)	**7. Determine Critical Control Points** − possible application of a decision tree − modification of the process if no possible control measure for a CCP
3. Establish critical limit(s)	**8. Establish critical limits for each CCP** − specification and validation of critical limits − measurability of the critical limits
4. Establish a system to monitor control of the CCP	**9. Establish a monitoring system for each CCP** − ability to detect loss of control at the CCP − ideally, ability to detect loss of control before violating critical limits − evaluation by a person with knowledge and authority for corrective actions − sufficient frequency of monitoring − physical and chemical measurements rather than microbiological ones − records signed by the person doing the monitoring and by a responsible party
5. Establish the corrective action to be taken when monitoring indicates that a particular CCP is out of control	**10. Establish corrective actions** − so that the CCP can be brought under control − proper disposition of the affected product − procedures documented in the HACCP plan record keeping
6. Establish procedures for verification to confirm that the HACCP system is working effectively	**11. Establish verification procedures** − sufficient frequency of verification − performed by someone other than the one responsible for monitoring and corrective actions
7. Establish documentation concerning all procedures and records appropriate to these principles and their application	**12. Establish documentation and record keeping** − appropriate to the nature and size of the operation − possible integration of record-keeping in existing paperwork